Office of the
Sr.Material Manager (Depot)
Electric Loco Stores, Tatanagar
Jamshedpur
Jharkhand-831002
Telefax: No.0657-2345657
Mob No:09771482763
Email: smmelstata@gmail.com

LIST OF BULLETIN TENDERS FOR PURCHASE OF MATERIALS OF STORES DEPARTMENT, ELECTRIC LOCO STORES, TATANAGAR

PURCHASE BULLETIN NO.-TATA/STORES/EPLT/2013-14/08 DATE 18.09.2013

TENDER OPENING DATE: 08.10.2013 CLOSING TIME: 15:15 OPENING TIME 15:30.

VENUE: Sr.MM (D) ELS/TATA

The special terms & conditions for tender

1. Firm should strictly follow **"inspection clause"** in tender enquiry. If any firm quotes "consignee inspection" in place of "RITES/RDSO inspection" asked in the tender enquiry, then the offer will be considered as technically unsuitable and no further clarification will be sought.
2. Firm should invariably mention VAT/CST Number in its quotation.

The general terms & conditions for tender

1. The tenders must be submitted in sealed cover duly indicating Tender No. and opening date on the face of the cover (envelope) with brief description.
2. The sealed tenders must be either deposited in the tender box placed in the office of the Sr. Material Manager, Electric Loco Store, South Eastern Railway, by the specified time & date, or if posted, must reach the said Office of Sr. Material Manager, Electric Loco Store, South Eastern Railway, PO Tatanagar, Jamshedpur Jharkhand 831002, by that time and date. It is the responsibility of the Tenderer to ensure that the tender reaches on or before the date & time as specified. The said office undertakes no responsibility for any postal delay.
3. In case the date of closing/opening of the tenders happens to be a holiday, the date of closing/opening of such tenders will be the next working day.
4. Quotations/Offers received through TELEX/e-mail will not be entertained/ considered.
5. No erasures, alteration or overwriting are permitted on the Tender Form and/or accompanying schedule. A tender with unattested erasures, alteration, or overwriting is liable to be considered as invalid.
6. Past performance particulars for same/similar items supplied to Railways and other public sector institutions should be submitted along with offer.
7. Tenders offered by distributors of any stores should be accompanied with valid authorization or distribution certificate from the Principal.
8. The Railway reserves the right to order entire or bulk quantity from approved firms/tenderers with proven performance.
9. The Sr. Material Manager (D), Electric Loco Stores authorized on behalf of the President of India does not bind himself to accept the lowest or any tender, and reserves the right to cancel the tender, reduce or divide the contract without assigning any reason for such action.
10. Payment will be made by R.T.G.S. against acceptance of the material. Bill passing officer is Sr.MM (D)/ELS/TATA and Bill paying officer is Sr.DFM/CKP.
11. Price:-The rates and all other figures involving financial implications must be quoted both in words & figures.

    i) The firm should quote their price for Free delivery at destination. The break up of such price must be given completely and unambiguously. The purchaser will not be responsible for any incorrect evaluation & consequent inter-se ranking, if a Tenderer does not fill in form and quotes incomplete, ambiguous and/or misleading rates of taxes & duties and other charges in general terms. In case the Tenderer quote ex-works or ex-

Godown price,They should invariably indicate the total freight charges i.e. from their Works/Godown to destination. In the event any Tenderer does not specifically record anything about the place of delivery in his offer it will be assumed that the Tenderer will bear the freight and that the offer is for Free delivery at the destination. This assumption will be final and binding on the Tenderer and will not be subject to any legal dispute or arbitration in future.

ii) Packing & Forwarding charges should be quoted separately. The Excise Duty (ED), Sales Tax (ST) applicable on the Packing/Forwarding charges should be stated clearly & in words, failing which ED/ST on Packing/Forwarding charges will be not taken into account & considered payable.

iii) Firms are advised that no discount should be quoted separately. Discount if any, should be included in the basic rate.

iv) Conditional discounts (for quantity, early payment, delivery at other than specified location etc.) will not be considered for the purpose of determining inter-se ranking.

v) Firms are advised to attach necessary documents in support of their offer rate like price list, past purchase orders etc.

12. Taxes & Duties

i) Tenderers must clearly indicate the exact rate/amount of Sales Tax, claimed by them, as may be applicable, alongwith their S.T. Registration Number and the Excise Duty applicable.

ii) The rate/amount of Sales tax and Excise Duty even when included in the rate quoted by a Tenderer must be spelt out separately. Where the rate/amount of Sales tax/ED included in the rate is nil, this should also be specifically stated in the offer.

iii) If the Tenderer in the matter of clearly indicating the chargeable E.D. and S.T. leaves any ambiguity, the purchaser shall evaluate the offers by taking into account the highest rate of S.T. & E.D. as known to the purchaser's decision in this regard will be final and no claim regarding applicability of S.T. & E.D. or otherwise will be entertained after opening of the Tender. The purchasers will, however, still reserve the right not to pay any S.T./E.D. not specifically claimed/indicated clearly or unambiguously by the Tenderers.

13. Delivery Period:-

i) The Tenderer should refer to the desired Delivery Schedule given in the Tender Schedule and quote accordingly.

ii) Part supply normally will not be allowed except with prior permission of railway.

iii) Early delivery should be quoted.

iv) Failure to supply within the stipulated delivery period may cause imposition of LD @ 2% per month or part there of the delayed supply of the contract value. If firm failed to supply General Damage @ 10% of contact value will be imposed.

14. Terms of Delivery:-

i) Material should preferably be delivered by Road Transport/Personal Courier Service to Sr.MM (D)/ELS/TATA. Freight charges if applicable should be quoted explicitly.

ii) Risk in Transit is to be borne by the Tenderer.

15. Payment terms:-

100% payment shall be admissible on consignee's receipt and acceptance of the stores. Only in cases of Tenderers of repute and of sound financial standing and PAC cases, payment against delivery/collection and Visual Inspection will be admissible with finance concurrence. The purchaser's decision as to whether a Tenderer is of repute & sound financial standing will be final. In a case, where Price Variation Clause (PVC) is applicable, working sheet supported with documents in support of the PVC is required to be submitted at the time of claiming any payment.

16. Inspection:-

The inspection will be conducted by consignee after receipt of material unless otherwise specified, for P.O. value above `1,00,000 (One lakh) inspection may be entrusted to RITES/RDSO.

17. Warranty/Guarantee: -

Unless otherwise specified in the tender schedule, the warranty/guarantee shall be as specified in the IRS condition of contract.

Suppliers are advised to ensure that the materials are invariably stamped with manufacturers name, month and year of manufacture as may be detailed in the Drawing/Specification of material, so that warranty can be correctly acted upon.

18. Validity of offer:-

The tender should be valid for acceptance for a minimum period of 90 days or as specified in the tender. Tenderers should hold the offer open till such time as may be specified in the tender, which is for a minimum period of 90 days from the date of opening of the tender.

19. Purchase according to Sample:-

When samples are required this fact will be indicated in the tender form. Samples must strictly conform to the specification, drawing and description given. Any sample submitted will be considered as supplement to and not in supercession of any specification issued unless otherwise specifically indicated. In the absence of a specified acceptance in writing of any variation, the purchaser shall be entitled to reject a claim for an acceptance of a supply embodying such variation.

20. Evaluation of the offers:-

i) Rates quoted without any conditions attached (viz. Discount/Rebates having linkages to quantity, payment, Inspection agency, destination, delivery place etc.) will only be considered for evaluation purpose. Thus discounted rates linked to quantities, prompt payment etc. will be ignored for determining interse position. Purchaser however reserves the right to use the discounted rate/rates considered workable and appropriate for counter offer to the successful Tenderers.
ii) Total unit rate comprises of the Basic Rate, Excise Duty, Sales Tax, Packing charges, Forwarding Charges, Insurance (if any) and freight charges up to destination.
iii) All offers will be arranged in the ascending order of the Total Unit Rate.
iv) After arranging the offers, as above, technically unsuitable offers will be passed over. Offers not confirming to tender schedule may also be passed over.
v) The Tender quantity may be split among two or more Tenderers for reasons like vital/critical nature of the items, quantity to be procured, meeting production targets, past performance and capacity of the bidders, delivery required etc. Zone of consideration of such eligible tenderers will be the right of the purchaser.
vi) Though the rates without any conditions attached will only be considered for evaluation purposes, this does not preclude Purchaser from making counter offer for rates of any of the discounted offers.
vii) For multiple items with single consignee: if unit is not specified as a set or a kit, the criteria for evaluation of offers will be based on the basis of individual items and not on the basis of total value for all items unless otherwise mentioned in the tender schedule.

21. Splitting of Quantity: - In all cases of pre-decided split ordering, the following will be followed:

i) The Purchaser reserves the right to distribute the procurable quantity on one or more of the eligible tenderers. Zone of consideration of such eligible tenderers will be the right of the Purchaser.
ii) Whenever such distribution / splitting of the tendered / procurable quantity is made, the quantity distribution will depend upon the differential of rates quoted by the tenderers (other aspects i.e. adequate capacity-cum-capability, satisfactory past performance of the tenderers, outstanding orders load for the Railway making the procurement etc. being same/similar). For example; if the differential of rates between the L-1 and L-2 eligible vendors is 5%, then the distribution of quantity will be approximately in the ratio 55:45 (55% for the L-1 tenderer). If the price differential is 3%, then the distribution of quantity will be approximately in the ratio 53:47 (53% for the L-1 tenderer) and so on.

22. Conditions for sources approved by RDSO/CLW/DLW/ICF etc. only.

i) If the bulk quantity of this item is procurable from sources approved by RDSO/CLW/DLW/ICF etc. only. Tenderers must submit the valid and current approval certificate for this item alongwith their offer failing which their offer is liable to be ignored. Exception can, however, be made only in case the Tenderer's name appears in the current list of approved sources if available with the purchaser.

ii) If the tendering firm(s) is not approved by RDSO/Pus/CORE as mentioned above as Part-I or Part-II, then they must submit their credential details i.e. Machinery & Plants, Testing Facilities, QAP, Technical Man Power etc.

iii) All Part-II approved tenderers must submit attested photocopies of Pos, inspection certificates and receipt notes/certificates related to the maximum quantity of the material under procurement, successfully supplied by them in any single order placed on them over the preceding three years by any Zonal Rly./PU. Such tenderers are to note that non-submission of such documents shall be taken as their not having any such past performance and their offers shall be considered further as per extant rules and no back reference in this regard will be made to them.

23. Tenderers may, however, note that in case all or most of the approved firms quote equal rates and cartel formation is suspected, Purchasers reserve the right to place order on one or more firms with exclusion of the rest without assigning any reasons thereof.

24. Wherever cartel formation is suspected, Purchaser reserves the right to place orders on any firm/firms for any quantity without assigning any reason thereof.

25. Firms are expected to quote for a quantity not less than 50% of tendered quantity. Offers for a quantity less than 50% of tendered quantity will be considered unresponsive and liable to be rejected in case cartel formation is suspected. Purchaser, however, reserve the right to place order on one or more firms for any quantity.

26. The firms who quote in cartel should note that their names are likely to be deleted from the list of approved sources.

27. Firm should clearly quote which brand/ make is being offered. If firm copies the description mentioned in the tender enquiry as firm's offer it will be presumed that firm is ready to supply any brand/ make mentioned in the tender enquiry. P.O. may be placed on any brand/ make as per consignee requirement.

Sr.MM (D)/ELS/TATA

Copy: - (1) Notice Board of Electric Loco Stores, Tata.
(2) SSE (S)/TATA for placing at notice board at Electric Loco Shed, Tata.

BULLETIN TENDER BOOKLET FOR SR.MM (D)/ELS/TATA

BULLETIN NO.-TATA/STORES/EPLT/2013-14/08 DATE 18.09.2013
Due Date of receipt/ opening at SMM's office/TATA on 08.10.2013 upto 15:15 Hrs.
(Closing Date) & 08.10.2013 at 15:30 Hrs. (Opening Date)
Venue: Sr.MM (D)/ELS/TATA

Web site no. (www.ser.indianrailways.gov.in) →Division→ CKP→ Store Tender.

Sl. No.	Tender No.	Description	Inspn. Auth.	Quantity	Consignee
1.	74.12.2.24063	Valve set handling Trolley as per drg. No.TRS/GMO/E-1/G-9/003 suitable for valves handling of WAG-9 Locos. Drawing attached. **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	3 Nos.	SSE (S)TATA
2.	23.12.2.24066	Low Resistance Meter. Specification as per annexure. **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	1 No.	SSE (S)/TATA
3.	23.12.2.24070	Click type Torque Bar for Right Hand & Left Hand Tightening (Interchangeable Heads). Make M/s "Beta" or M/s Britool or Belzer. 1 (a) Torque Wrench Capacity: 4-20Nm, Graduation: 1Nm, Drive: 16mm, Length L: 208mm-01 No., Weight: 330gms, Torque Accuracy+/-4%. (Model No.608/2 of M/s "Beta" or similar) (b) Torque Capacity: 20-100 Nm graduation: 1Nm Drive: 16mm, Length: 340mm-1No., Weight:610gms. Torque Accuracy +/-4% (Model No.668/10 of M/s "Beta" or simiar) (c) Torque Capacity: 60-30 Nm Graduation: 5 Nm Drive: 16mm, Length:550mm 1 No. Weight: 1100gms, Torque Accuracy=/-4%. (Model No.668/30 of M/s "Beta" or similar) (2) open jaw Wrenches for above Torque bar 16mm Drive Size: 17mm-1 No. Size: 19-mm 1 No., Size: 22mm-1 No. Size: 24-mm 1 No. Size: 26mm-1 No. (M/s "Bar" or similar). **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	1 No.	SSE (S)/TATA
4.	23.12.2.24071	TORQUE Wrench 1000 NM. Spec: 1) Type Click type with Reversible Ratchet, 2) Range: 300NM-1000NM, 3) Graduation Step size should not be more than 10NM, 4) Direct Reading Type, 5) Drive ¾" Square Drive. II) Accessories: 1) ¾" Square coupler Qty-20 Nos., 2) ¾" x200MM Long Extension bar Qty-20Nos., 3) ¾"x400mm Long Extension bar Qty-10 Nos. (Beta Make, Britool Make and Belzer). **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	1 No.	SSE (S)/TATA
5.	23.12.2.24073	"LCR Meter" For measurement of the DC Link and series resonant capacitance of 3-Phase Locomotives. Make: M/s Fluke or similar reputed make. Specification as per annexure. **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	01 No.	SSE (S)/TATA
6.	45.13.2.24070	Room Air Conditioner Capacity 1.5 Ton, Rating: 3 Star Model: Window Make: VOLTAS or LG or BLUE STAR	Consignee	10 Nos.	SSE (S) CTRC/TATA

		(Sl. No. 1&2 of special condition must be followed strictly).			
7.	25.13.2.24072	Adjustment punching plate for main pole coil of TAO-659 TM stator. Material –Magnetic steel sheet IS:648-1980, Grade-A1180, Drg. No.DIF/SKEL-4080 **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	1200 Nos.	SSE/RW-STORE CTRC/TATA
8.	23.13.2.24075	Bearing Checker with in built shock Pulse Probe and Infrared (Temperature) Sensor Plus Batteries (AA,2Nos.) along with headphone. Read the value on the DBN Range (O-60 DBN) with LCD display. Brand: SPM, SKF. **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	1 Set	SSE (S)/TATA
9.	25.13.2.24076	Push Button station (Pendent Type) with ST series actuator contact element 12 way 1 NO and 1 NC contact Make: L&T, Siemens, BCH. **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	10 Nos.	SSE (S)/TATA
10.	23.13.2.24079	AC High Voltage Breakdown Tester Make: (i) Zeal, (ii) Combridge instrument & engg. Co. and (iii) Motwane. Power: 230V AC ± 10%, 50 Hz, Range: 0 to 2.5KV AC Current: 0-20mA, Test voltage Range Settable by knob of Variac, Timer: 0 to 999 Second with timer ON/OFF switch Trip current settable by press to set switch and potentiometer. Metering: 3½ digit Digital kv., Accuracy: kV:1.0% of FS., Resolution : 1.1kV, Indications: Trip, HV on, HV off. Accuracy: HV test probe. **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	1 No.	SSE/RW-STORE CTRC/TATA
11.	23.13.2.24080	D.C. Link Voltage sensor for Traction Converter as per LEM Type No. CV4-4000/SP 1 and ID No.3EHN 424337 P0001 FOR 3 Phase Loco. **(Sl. No. 1&2 of special condition must be followed strictly).**	RITES	6 Nos.	SSE (S)/TATA
12.	73.13.2.24081	Socket head Cap Screw M12x170. IS-1367 GR-12.9. **Note: (Only CLW approved sources or their approved distributors or Dealers should quote. No authorization letter of dealer/distributor or sub-dealership certificate will be entertained. Firm must submit necessary certificate along with offer).** **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	120 Nos.	SSE (S)/TATA
13.	73.13.2.24082	Socket head Cap Screw M12x80. IS-1367 GR-12.9. **Note: (Only CLW approved sources or their approved distributors or Dealers should quote. No authorization letter of dealer/distributor or sub-dealership certificate will be entertained. Firm must submit necessary certificate along with offer).** **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	600 Nos.	SSE (S)/TATA
14.	73.13.2.24083	Socket head Cap Screw M20x50 (Wrench	Consignee	220 Nos.	SSE (S)/TATA

		17mm). IS-1367 GR 12.9. **Note: (Only CLW approved sources or their approved distributors or Dealers should quote. No authorization letter of dealer/distributor or sub-dealership certificate will be entertained. Firm must submit necessary certificate along with offer).** **(Sl. No. 1&2 of special condition must be followed strictly).**			
15.	45.13.2.24085	Cab Lamp Bulb (Pin Type). 110 Volts, 40 Watts. Make: Bajaj, Omex, Philips, Suraj. **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	1700 Nos.	SSE (S)/TATA
16.	45.13.2.24086	Battery 12v. 65 Ah. Similar to Exide MHD 700 Express battery. Make: Exide / Bharat / Sukam. **(Sl. No. 1&2 of special condition must be followed strictly).**	Consignee	1 No.	SSE (S)/TATA

SMM(D)/ELS/TATA

Annexure of Tender Enquiry No. 23.12.2.24066

Low Resistance Meter Make – Motwane/Fluke/Agilant.
Specification

1) Range –Minimum 20 milli ohm -2000 ohm.
2) Resolution- Minimum 01 µohm
3) Display- minimum 4½
4) Supply voltage- Single phase 230 – 240 volts ±10% 50 Hz
5) Warranty – Minimum 01 year.

Annexure of Tender Enquiry No. 23.12.2.24073

1. **SCOPE OF WORK / SUPPLY**

   Supply, Testing and Commissioning of "LCR METER" for measurement of the D. C. Link and Series Resonant Capacitance of 3-Phase Locos.

2. **TECHNICAL SPECIFICATION/LEADING PARAMETERS OF LCR METER**

   The Technical details of ` LCR Meter' for measurement of the D. C. Link and Series Resonant Capacitance of 3-Phase Locos are as under:-

   a. Power Supply : Voltage 220V+2%
      Frequency : 50-60Hz
      Power : 24 W 31 VA
   b. Display : Backlit LCD Simultaneous Display of
      i. Dominate parameter
      ii. Secondary Parameter
      iii. Equivalent Circuit Diagram
      iv. Test Frequency
      v. HI or Low Level , if selected
      vi. Status indicating. eg. SGLE standby
   c. Measuring Accuracy Basic Error Limits
      i. ± 10%± 1 Digit generally
      ii. ± 0.5 % ± 1 digit for AC/LOW level
      iii. 10 Times larger of FAST mode
      iv. 10 ± 1% digit generally
      v. 5 ± 1 digit AC/Low level

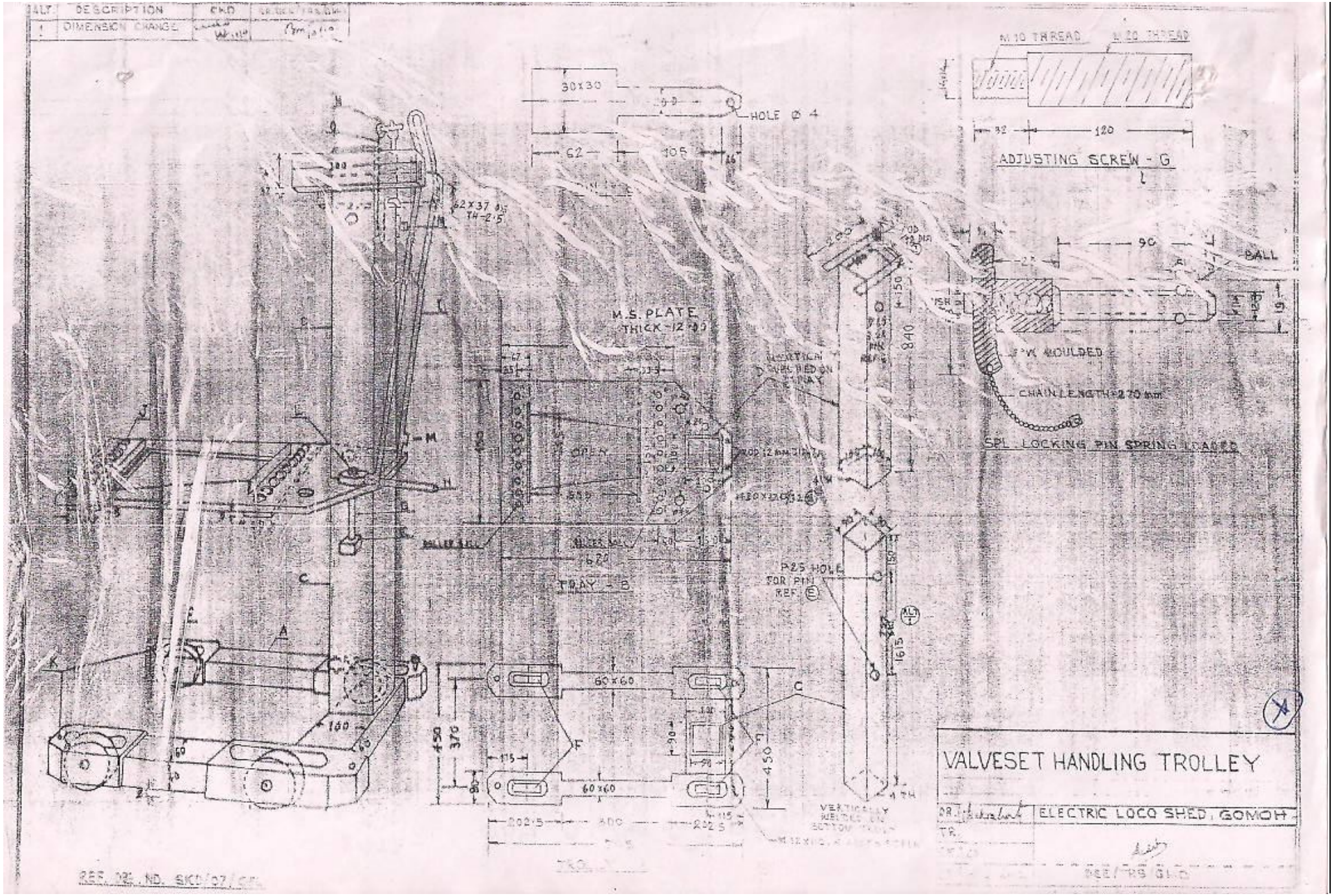
      Test frequency – 50 Hz-20 KHz
      Impedance range- 01 Ohm –2 M ohm, 02 ohm- 4 M ohm
      vi. 03 Ohm- 700 K ohm in 300 Hz – 10 KHz
      C Range - Max resolution 0.01 pF
      L Range - Max resolution 0.01 mH
      R_{dc} - 4ohm –500 Kohm , normal level
      vii. 08 ohm – 1M ohm High level
      viii. 13 ohm – 150 Kohm Low level
      ix. Max resolution 5 Digit , 0.1 m Ohm
   d. Parameter Ranges:
      For R_{AC} - 0.0000 Ohm –200 Mohm
      For R_{DC} - 0.0000 Ohm – 50 M ohm
      For C - 0.00 pF- (2µF x 0.1m Ohm)
      Eg. 0 pF- 31.8 F at f= 50 Hz
      For L - 0.00 micro H – 200 M ohm/ 2Nf
      Eg. 0 micro H – 637 KH at f=50 Hz
   e. Standard Accessories- Mains cables and fuses
      i. 2 Single test posts
      ii. operating guid
      iii. Reference manual
   f. Other Accessories –
      i. Programming Manual
      ii. Service Manual
      iii. PM9541 A, Wire Test Cable
      iv. PM9542 A, RCL Adapter with 2 Single test Posts &1 double test post
      v. PM 9542 SMD. SMD adapter
      vi. PM 9536/041,3 m RS-232 Cable
      vii. PM2295/10, 1m IEEE-488 BUS Cables
      viii. PM 2295/20 2 m IEEE-488 BUS Cable
      ix. PM 9563, Rack Mount Kit (3E High)
      x. PM 9564, Rack Mount Kit (2 E High)
      xi. PM 2272, Test Software – inspector

xii. PM9559 BIN Programmer

g. supply all details literature of the LCR Meter, their major components, Instruction, Maintenance and Trouble Shooting Manuals & programming manuals in four sets.

h. The LCR Meter should be of M/s Fluke Model PM 6303 A or similar .

(i) **warranty** :The LCR Meter will be guaranted/waranted against any defect and for bad workmanship for a period of 24 months from the date of final acceptance of the LCR Meter by ELS/TATA.


ALT. DESCRIPTION CHKD
1 DIMENSION CHANGE
30x30
HOLE Ø 4
62
105
62x37 Ø15 TH-2·5
M.S. PLATE THICK-12·00
OPEN
TRAY - B
60x60
60x60
P25 HOLE FOR PIN REF. E
840
1615
450
370
180
202·5
400
202·5
M.10 THREAD
M.20 THREAD
32
120
ADJUSTING SCREW - G
90
BALL
CHAIN LENGTH=270 mm
SPL. LOCKING PIN SPRING LOADED
VALVESET HANDLING TROLLEY
ELECTRIC LOCO SHED, GOMOH

SMM(D)/ELS/TATA

Office of the
Sr.Material Manager (Depot)
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Jharkhand-831002
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Mob No:09771482763
Email: smmelstata@gmail.com

No.Tata/Stores/EPLT/Spl. Dated: 11.07.2013

NOTICE

All Vendors

SUB:- Implementation of IREPS tendering system in ELS/TATA

IREPS tendering system is going to be implemented in stores procurement at Depot level which will also cover E-procurement of local purchase in ELS/TATA.

The pre-requisite for vendor registering with IREPS application is that they need to have valid class III Digital Signature Certificate with firm's name issued by licensed Certifying Authorities for registering with IREPS. Vendors are requested to get themselves registered with IREPS to participate in E-procurement in division and depot level.

Elaborate process is mentioned in Annexure "I" as enclosed. For any assistance regarding implementation of e-procurement, contact Sr.MM (D)/ELS/TATA, & COS office GRC or visit www.ireps.gov.in.
Helpline No. for TATA (0657-2345657).

By Sr.MM (D)/ELS/TATA

CC: Sr.DEE/TRS/TATA for kind information and with request to display on notice board for wider publicity

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Annexure I

1. WHAT IS THE PRE-REQUISITE FOR REGISTERING WITH IREPS APPLICATION?

Vendors need to have valid Class III Digital Signature Certificate with Firm"s Name issued by licensed Certifying Authorities for registration with IREPS. They also need to have a computer with Internet browser (IE 6 to IE 9) and Internet connectivity. Without valid Digital Signature Certificate, User ID and Password, vendor cannot participate in E-tenders.

2. HOW TO REGISTER WITH IREPS APPLICATION?

Vendor must open "New Vendors" link from Home page and fill login registration form to obtain User ID and password for future use and direct participation in E-tenders. NREPS Vendor Users can directly click on "NREPS Users Click Here" link after clicking on "New Vendors" link so as to register themselves with IREPS as well. Before proceeding for registration, please check browser settings of your Computer System [as available on Home page] and import the public key of your Digital Signature Certificate to "Other People" of Internet browser after exporting it. In their own interest, vendors are advised to furnish correct, valid and currently in use e-mail address to receive password and other important communication through e-mail

3. HOW LONG WILL IT TAKE TO GET USER-ID AND PASSWORD AFTER SUBMISSION OF REGISTRATION REQUEST WITH IREPS?

Generally it takes three clear working days to respond to vendor"s online registration request.

Vendors are requested to submit correct information such as Name of the firm, User's name etc. as mentioned in Digital Signature Certificate (with adequate Validity and Class III) in order to get prompt response. They are also advised to check that they are not already registered with IREPS. System generated password (which is mandatory to be changed after first login) is sent to the e-mail address provided at the time of filling the registration request, this e-mail ID will also serve as User ID. In case, registration request is rejected an e-mail is sent to the user duly assigning the reasons for rejection.

4. WHAT TO DO NEXT AFTER RECEIVING PASSWORD?

Connect to https://ireps.gov.in, click "Login", enter your registered email ID as user ID and enter the password received in your email. System will prompt to change the password immediately. Change the password of your choice as per "Password Policy" displayed on the same page. Then system will prompt to fill Statutory and Bank details of your firm. But the system will prompt it again, when you Login. This information is necessary in your own interest which can be viewed / edited from the right navigation links.

5. WHAT TO DO WHEN PASSWORD IS NOT RECEIVED AFTER NEW REGISTRATION?

If no e-mail containing system generated password or reasons of rejection is found in "Inbox" of your email, then check the same in "Spam, Junk etc.". If it is not found anywhere, then open the login Page https://www.ireps.gov.in/cgi-bin/ireps/ireps/admin/changePasswordBeforeLoginForm.do?language=en and click either "Click Here to get Password using Digital Signature" or "Click Here to get Password through e-mail". If system accepts the user ID (e-mail ID), then attach Digital Signature Certificate and re-set the password or obtain the same over email. In case system throws the message „**Error Code: ADM.008 Message: User Name is not registered with us. ',** please contact helpdesk over phone or through email quoting your request ID.

6. HOW TO OBTAIN DIGITAL SIGNATURE CERTIFICATE FROM CERTIFYING AUTHORITY (CA)?

There is a hyperlink on IREPS home page, clicking on which opens the Controller of Certifying Authority(www.cca.gov.in) website and from there one can access Certifying Authority sites using links provided. Some of the Certifying Authorities are TCS, (n)CodeSolutions, Safescrypt, E Mudra etc. Digital Signature Certificates are issued with a validity of one / two years. The same Digital Signature Certificate can be used by a subscriber any number of times for authentication and signing e-bids, documents etc. against tenders issued by Railways during its validity period.